



REPLY TO  
ATTENTION OF

AMCEE

**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, U.S. ARMY MATERIEL COMMAND  
9301 CHAPEK ROAD  
FORT BELVOIR, VA 22060-5527

**\*CPL 06-05-AMCEE**  
3 August 2006

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: Command Policy Letter – Unlawful Harassment in the Workplace**

1. The U.S. Army Materiel Command is committed to creating a work environment free of any form of harassment. Commanders, managers, and supervisors must be cognizant of their responsibilities to prevent this unacceptable conduct, and to take immediate and appropriate action when such conduct occurs.
2. I have zero tolerance for any form of harassment in the workplace, whether the harassment is based on sex (sexual or gender based), race, color, religion, national origin, age, disability, or other protected activities under the federal anti-discrimination statutes. Workplace harassment is any unwelcome conduct that the employee does not solicit or invite and which the employee regards as undesirable. Workplace harassment can be verbal or physical conduct that is so objectively offensive as to alter the condition of the victim's workplace environment (i.e., either by culminating in a tangible employment action or by being so severe or pervasive that it creates a hostile work environment). Workplace harassment can be committed by a management official, a co-worker, or non-employee.
3. Any member of this Command who feels they are experiencing harassment in the workplace should make it clear that such behavior is offensive, and immediately report the occurrence to the appropriate commander/supervisor or Equal Employment Opportunity official. I expect all personnel to support this continuing commitment to ensure that workplace harassment is eliminated.
4. Incidents of workplace harassment should be reported to your local Equal Opportunity Office (EEO) within 45 calendar days of the date the last event occurred.

//Signed//  
BENJAMIN S. GRIFFIN  
General, USA  
Commanding

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\*This Command Policy Letter supersedes CPL 05-23-AMCEE, 22 May 2005